

# TOWN OF WEST HARTFORD

Community Planning & Physical Services Committee  
Town Hall, 50 South Main Street, Room 312  
September 18, 2019, 8:00 AM

## Minutes

In attendance: Ben Wenograd (Chair), Chris Barnes, Dallas Dodge, Beth Kerrigan, Matt Hart, Mark McGovern, Duane Martin, Greg Sommer, Todd Dumais, John Phillips, Gina Varano, members of the public.

1. **Call to Order:** Chairman Wenograd called the meeting to order at 8:00AM.

2. **Business Items:**

a. **Lease Agreement with Universalist Church:**

Corporation Counsel Gina Varano briefed the committee on the lease agreement with Universalist Church. There is a long time lease agreement, which expired in 1994 and has operated under the same terms on a month-to-month basis. Concerns related to the cemetery and sell of property were discussed. The Town and Church reached a tentative agreement on a new, 50-year lease.

The committee agreed to place the item on the next Town Council agenda.

b. **Small Cell Deployment in West Hartford**

Community Development Director Mark McGovern discussed this item. There may be potential issues. Staff is working through its information on the FCC to determine the Town's responsibility and authority levels. The committee will be kept abreast on updates as they become available.

c. **Park Road/I84 Project**

Staff discussed the ongoing I84 project and elements of the new West Hartford sign. Information on process, design and development were shared with the committee as well as future plans of the signage. Staff addressed concerns and questions from the committee and will aim to review the sign, once completed, in the spring for revisions, if appropriate.

3. **Communications:** The committee received the August 26, 2019 meeting minutes.

4. **Staff Reports:**

- a. **Public Works**-Public Works Director John Phillips provided this update to the committee. He highlighted the yard waste carts, program to transition to fall leaf collection and the master planning session kickoff.

He responded to questions and comments from the committee.

- b. **Community Development**-Town Planner Todd Dumais provided an update on two upcoming site reviews at the administrative level-540 New Park (housing authority) and O'Reilly's Auto Parts (brand new building).

Town Engineer Duane Martin discussed the Town's construction process. He also provided an update on the N. Main Road Diet and its delay due to staff shortage at the state level.

- c. **Other**-None

#### 5. **Future Agenda Items:**

There were two future agenda items for the next agenda, including update on POCD workshops and a report on cemetery plots.

6. **Adjournment:** With no further business, Chairman Wenograd adjourned the meeting at 8:50 AM.